

Transportation Protocols Working Group First Conference Call March 1, 1999

Conference Call Summary

The first conference call of the Transportation External Coordination Working Group (TEC/WG) DOE Transportation Protocols Working Group was held at 3:00 p.m. Eastern time on Monday March 1, 1999. The session was led by Mona Williams, DOE/NTP-Albuquerque. Other participants included Bill Lemeschewsky, DOE/RW; Ellen Ott, DOE/GC; Elizabeth Helvey, JK Research Associates; Chris Wells, SSEB; Lisa Sattler, CSG-MW; Elissa Turner, DOE/RW; Chris Wentz, New Mexico; Carl Guidice, DOE/EM; Jim Cruickshank, DOE/EM, Elmer Naples, DOE/NR; Fred Butterfield, DOE/EM; and Alex Thrower, UETC.

Ms. Williams first indicated that notes from the Jacksonville meeting had been prepared and circulated for comment. She asked if there were any final comments; there being none, the summary was deemed final. She also asked the participants if there were any specific persons or constituencies within the larger TEC/WG group that ought to be included in the topic group discussions. One participant noted that there was no tribal representation in the group; Ms. Williams replied that she would contact Robert Holden at NCAI and enlist his help in identifying two tribal representatives to participate.

Ms. Williams next updated the group on events related to the Senior Executive Transportation Forum (SETF). At the last meeting of the SETF, she said, the group expressed keen interest in obtaining input from the TEC/WG membership as the protocols are being developed. The Forum has also formed a Writing Group to do the actual composition of the protocols; the group is composed of working-level DOE staff from every program that transports or will transport radioactive materials. The first protocol the group is working on will address prenotification; Ms. Williams stated that the first draft of this protocol tentatively could be ready by the end of March. A participant asked for a list of the Writing Group members (the listing is attached).

Ms. Williams then noted that the email address for receiving comments was up and running; that address is doe.protocol@em.doe.gov. No comments had been received to date at this address, she said, although Chris Wentz had submitted some comments and those had been circulated among the topic group members. She noted that Ron Ross (WGA) was unable to participate in the conference call due to a scheduling conflict, but that he had two main comments on the process thus far. First, he said he would like to see a more specific schedule with dates outlining when DOE will be producing results. Ms. Williams noted that the Writing Group would be tackling that very issue when it held its first conference call on March 2. Mr. Ross also requested clarification regarding to whom comments should be directed. Ms. Williams replied that anything developed as part of the topic group process should be distributed through her or through Alex Thrower; other materials may be sent directly to headquarters or elsewhere as appropriate. The important thing, she emphasized, is that everyone has committed to an open review and comment process, and internal and external input will be shared fully.

Mr. Wentz referred the group to the comments prepared by his office on the protocols process. He said that one main concern they had was that there should be some mention of how the protocols will be used in the broader planning context; for instance, how will these protocols fit into programmatic planning guidance and transportation plans. Ms. Williams agreed that the protocols ought to contain some discussion on how they will be implemented. One person asked how stakeholder feedback would be incorporated into the protocols' development, and suggested that some sort of documentation be developed that would track the comments and DOE's response to each. Ms. Williams responded that tracking comments this way made sense and would be something the Writing Group would probably do throughout the development process.

One participant asked whether DOE planned to publish the protocols in the Federal Register for final review and comment. Ms. Williams responded that DOE was not planning to do so at this point. Lisa Sattler noted that while Brad Mettam was listed as a member of the topic group, he may not have been able to participate owing to funding constraints. She asked if Seth Kirshenber (ECA) or another representative of a local government organization could become involved. Mr. Thrower said that he would approach Mr. Kirshenber and solicit his participation.

Before adjourning, Ms. Williams suggested scheduling the next conference call for Thursday, April 8 at 3:00 Eastern time. A call-in number and agenda will be circulated in advance of the session. Finally, the group reviewed the following action items:

- Any final comments on the Jacksonville notes should be forwarded to Alex Thrower immediately (all)
- Participation from tribal and local governmental organizations should be increased (Williams, Thrower to follow-up)
- List of Writing Group members should be circulated (see below)
- New Mexico comments should be forwarded to the Writing Group (Williams)

The conference call ended at approximately 3:45 p.m. Eastern time